

**JOINT COMMISSION
ON
SHARED SERVICES INITIATIVES**

Minutes - March 29, 2012

COMMITTEE: Joint Commission on Shared Services Initiatives

DATE: March 29, 2012 **TIME:** 7:30 a.m. **LOCATION:** North Conference Room, City Hall

COMMITTEE CHAIR: Dave Duax **RECORDER:** Linda DesForge

Commission Members Present:

City: Dave Duax, Kerry Kincaid, Jackie Pavelski

County: Colleen Bates, Gregg Moore, Gerald Wilkie

School District: Kathryn Duax

Commission Members Absent: Carol Craig, Trish Cummins

Staff Present: Tom McCarty, Brian Amundson, Angie Harmon, Linda DesForge

AGENDA ITEM #1: Call to Order.

Chairman Dave Duax called the meeting to order at 7:35 a.m.

AGENDA ITEM #2: Approval of Minutes of Joint Commission on Shared Services Initiatives meeting of January 26, 2012.

ACTION: Colleen Bates made a motion to approve the minutes as presented.
Jackie Pavelski seconded the motion and the motion carried.

AGENDA ITEM #3: Ratification of the amended Intergovernmental Agreement for the Joint Commission on Shared Services Initiatives.

The City Council and the County Board approved the amended version of the Agreement; however, the School Board approved the agreement without the new changes. Since Carol Craig was not in attendance at this meeting, she will be reached to see if the School Board would wish to act on the Agreement as amended.

AGENDA ITEM #4: Discussion of priority projects identified in the Optimization and Process Review Report:

- **Project #3 – Joint purchasing program**
- **Project #4 – Joint health care program**

Tom McCarty handed out a grid of the top six projects. The chart shows the organization staff support, estimated project time, report ranking, and Commission priority rating for each project.

Project #3 – Joint Purchasing Program

The Commission discussed the **Charter – Joint Purchasing Program** handout.

The initiative for this group will be to analyze the joint purchasing options between the City, County and School District, by reviewing current methods of procurement and exploring approaches to improve the quality, optimize the purchase cost, and reduce the delivery time for goods and services used by each agency.

Project #4 - Joint Health Care Program

The Commission discussed the **Charter – Joint Health Care Program** handout.

The initiative for this group will be to analyze the joint health care program between the City, County, and School District. The group will review the current health insurance and wellness benefit plans for each agency and explore options for combining the health insurance programs to improve the buying power and experience rating of the group to produce healthier and more engaged consumers of health care.

A question was asked for both projects as to whether there would be “out-of-house” team members. The teams may ask for input if needed.

AGENDA ITEM #5: Discussion of developing a strategy for recognizing people within the respective jurisdictions who have been a part of the example of sharing.

Commission Chair Dave Duax referred to an e-mail the Commission members received regarding recognition of people who demonstrate an example of sharing.

Kerry Kincaid arrived for the meeting.

It was the consensus of the Commission members that this would be a great idea; however, the following concerns would need to be addressed:

- Formal or informal
- Frequency
- Individuals and/or groups
- Include only the three entities or the entire community

The Commission will discuss this further at another time.

AGENDA ITEM #6: Discussion of future agenda items and future meeting dates.

The Commission decided on the meeting dates throughout 2012. They are noted below.

AGENDA ITEM #7: Adjournment.

ACTION: Jackie Pavelski made a motion to adjourn the meeting. The motion was seconded by Gregg Moore and passed unanimously.

The meeting adjourned at 8:55 a.m.

FUTURE MEETING DATES:	TIME:	LOCATION:
Thursday, May 24	7:30 a.m.	Courthouse
Thursday, July 26	7:30 a.m.	City Hall
Thursday, September 27	7:30 a.m.	Courthouse
Thursday, November 29	7:30 a.m.	City Hall